

General Information

Introduction

First settled in 1623 as a Dutch trading post called the "House of Hope," the City of Hartford is now a place of growth and opportunity for a widely diverse population. The City combines a rich blend of history, culture and architectural gems with a progressive attitude towards business, education and neighborhood economic development. Hartford is home to such internationally known treasures as the Wadsworth Atheneum, the nation's first public museum. Other spectacular historical and performing arts attractions include, but are not limited to, the Mark Twain House, Hartford Stage, Bushnell Memorial Hall and The Artists Collective. Companies such as Aetna, Travelers, Phoenix and The Hartford Financial Services Group have their roots here, in addition to industrial giants like United Technologies. To find out more about the City of Hartford please visit us at www.hartford.gov.

Hartford, the Capital City of Connecticut, was founded in 1636. The Connecticut Colony's Fundamental Orders, adopted in Hartford in 1639, was the first document in history to establish a government by the consent of the people. The City of Hartford was incorporated in 1784 and its Charter was adopted on May 1, 1947, introducing a Council-Manager form of government. An ordinance adopting a revision and codification of the City of Hartford Charter became effective upon approval by the Mayor on July 10, 1990. The voters of the City amended the charter on November 5, 2002 to provide for the Mayor as the chief executive officer of the City. The executive and administrative powers of the City are vested in the Mayor, except as otherwise provided by the Charter.

Elected officials of the City include the Mayor, Treasurer and nine City Council Members. Terms of office are four years. The nine elected council members comprise the Court of Common Council. No more than six council members may be from the same political party. Council positions that become vacant during the four years are filled by majority vote of the Council until the next election. The authority of the Office of the Mayor comes from the City of Hartford Charter, Municipal Code and the State of Connecticut General Statutes. This power includes appointing the Chief Operating Officer, Corporation Counsel, the heads of all departments and all members of all boards, commissions, agencies, authorities and additional bodies of the City.

OFFICIALS OF THE CITY OF HARTFORD

ELECTED

Mayor

Pedro E. Segarra

Court of Common Council

rJo Winch, Council President
James M. Boucher, Majority Leader
Alexander Aponte, Councilman
Corey Brinson, Councilman
Luis E. Cotto, Minority Leader
Larry Deutsch, Councilman
Kenneth H. Kennedy, Jr., Councilman
Robert Painter, Councilman
Calixto Torres, Councilman

City Treasurer

Adam Cloud

Registrars of Voters

Salvatore A. Bramante
Olga I. Vazquez
Urania Petit

APPOINTED

Chief Operating Officer

David Panagore

Chief of Staff

Jared Kupiec

Corporation Counsel

Saundra Kee Borges

Town & City Clerk

John Bazzano

CITY DIRECTORY

Officials, Department Heads and Directors

Mayor

Pedro E. Segarra
Telephone: (860)757-9500
Fax: (860)722-6606

Office of the

Chief Operating Officer
David Panagore
Telephone: (860)757-9500
Fax: (860)722-6606

Mayor's Office

Chief of Staff
Jared Kupiec
Telephone: (860)757-9500
Fax: (860)722-6606

Corporation Counsel

Sandra Kee Borges
Telephone: (860)757-9700
Fax: (860)722-8114

Communication & New Media

Sarah Barr
Telephone: (860)757-9731
Fax: (860)722-6606

Board of Education

Superintendent
Steven Adamowski
Telephone: (860)695-8401
Fax: (860)722-8502

Hartford Public Library

Matthew Poland
Telephone: (860)695-6300
Fax: (860)722-6900

Court of Common Council

rJo Winch, Council President
James M. Boucher, Majority Leader
Alexander Aponte, Councilman
Corey Brinson, Councilman
Luis E. Cotto, Minority Leader
Larry Deutsch, Councilman
Kenneth H. Kennedy, Jr., Councilman
Robert Painter, Councilman
Calixto Torres, Councilman
Telephone: (860)757-9560

Fax: (860)722-6591

Town & City Clerk

John Bazzano
Telephone: (860)757-9750
Fax: (860)722-8041

Metro Hartford Information Services (MHIS)

Stephen Shipman (Acting)
Telephone: (860)757-9495
Fax: (860)722-6014

Finance

Christian Johnson (Acting)
Telephone: (860)757-9600
Fax: (860)722-6024

Human Resources

Santiago Malavé
Telephone: (860)757-9800
Fax: (860)722-8042

Management and Budget

Julio Molleda (Acting)
Telephone: (860)757-9550
Fax: (860)722-6158

City Treasurer

Adam Cloud
Telephone: (860)757-9100
Fax: (860)722-6127

Chief Auditor

Patrick Campbell
Telephone: (860)757-9950
Fax: (860)722-6026

Families, Children, Youth, and Recreation

Jose Colón-Rivas
Telephone: (860)757-9530
Fax: (860)722-6114

Emergency Services and Telecommunications

Andrew Jaffee
Telephone: (860)727-4050
Fax: (860)722-6179

Fire

Chief Edward Casares
Telephone: (860)757-4500
Fax: (860)722-8205

Police

Chief Daryl Roberts
Telephone: (860)757-4000
Fax: (860)722-6107

Public Works

Kevin Burnham
Telephone: (860)757-9900
Fax: (860)722-6142

Registrars of Voters

Democratic, Olga Vazquez
Republican, Salvatore A. Bramante
Working Families, Urania Petit
Telephone: (860)757-9830
Fax: (860)722-6331

Development Services

David Panagore
Telephone: (860)757-9025
Fax: (860)722-6664

Health and Human Services

Carlos Rivera
Telephone: (860)757-4700
Fax: (860)722-6851

Assessment

Larry LaBarbera
Telephone: (860)757-9630
Fax: (860)722-6142

Housing and Community Development

Yasha Escalera
Telephone: (860)757-9005
Fax: (860)722-6630

Licenses and Inspections

Daniel J. Loos
Telephone: (860)757-9200
Fax: (860)722-6374

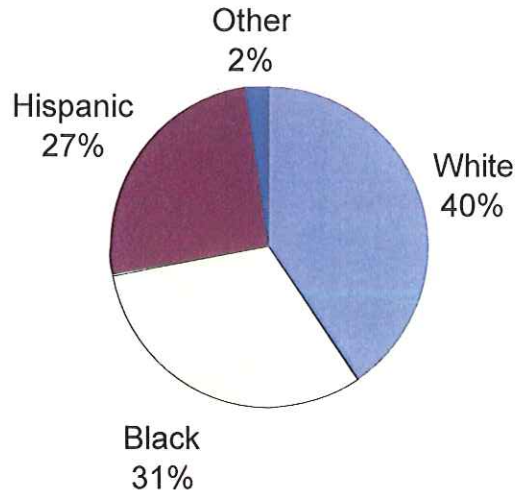
Planning

Roger O'Brien
Telephone: (860)757-9040
Fax: (860)722-6402

City Employment Demographic Information

Includes 1460 full-time and 365 part-time employees as of November 22, 2010

Source: City of Hartford Department of Human Resources



Physical Description

Land Area: 18.4 square miles

Location: 41.77° north latitude and 72.67° west longitude

Average Monthly Temperatures: July (warmest) Hi: 84
(degrees F) Low: 63

January (coldest) Hi: 35
Low: 16

Average Monthly Precipitation: May (wettest) 4.0
(inches) February (driest) 2.7

Source: The Weather Channel

Land Cover (2008):

Developed	71.7%
Turf & Grass	10.9%
Other Grasses & Agriculture	2.9%
Deciduous Forest	7.6%
Coniferous Forest	2.0%
Water	3.9%
Non-Forested Wetland	0.1%
Forested Wetland	0.2%
Tidal Wetland	0.0%
Barren	0.7%
Utility Right-of-Way	0.0%

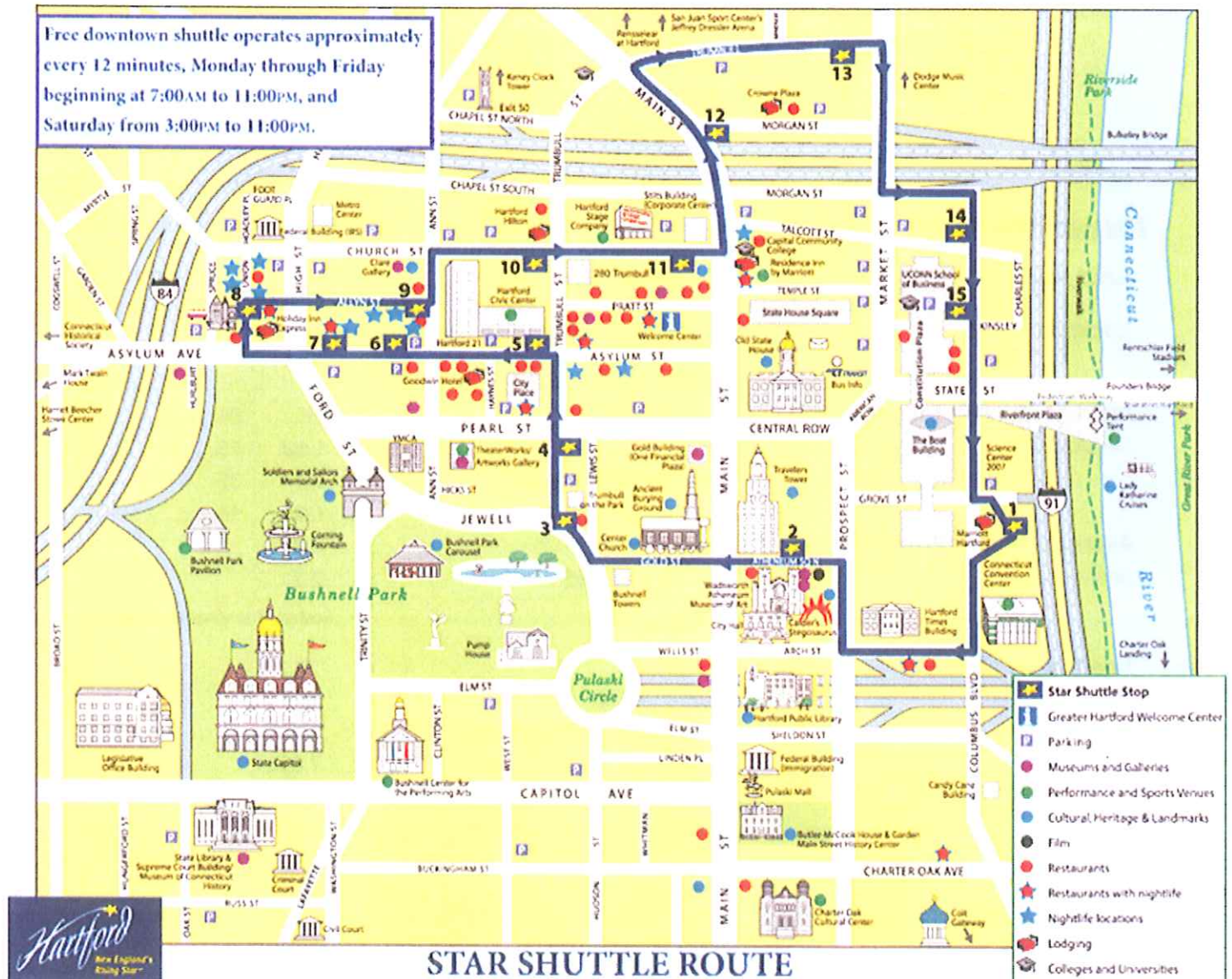
Source: University of Connecticut, Center for Land Use Education and Research

Transportation

By Air	Bradley International Airport • Located 15 minutes north of Hartford
By Train	Amtrak • Located downtown at Union Station
By Bus	Greyhound Lines / Peter Pan Bus Lines • Located downtown at Union Station CTTRANSIT • Services the greater Hartford metro area Star Shuttle • Free downtown shuttle (see map below)

Driving Distances to Northeastern U.S. Cities (miles)	
Boston, MA	102
New York City, NY	117
Providence, RI	87

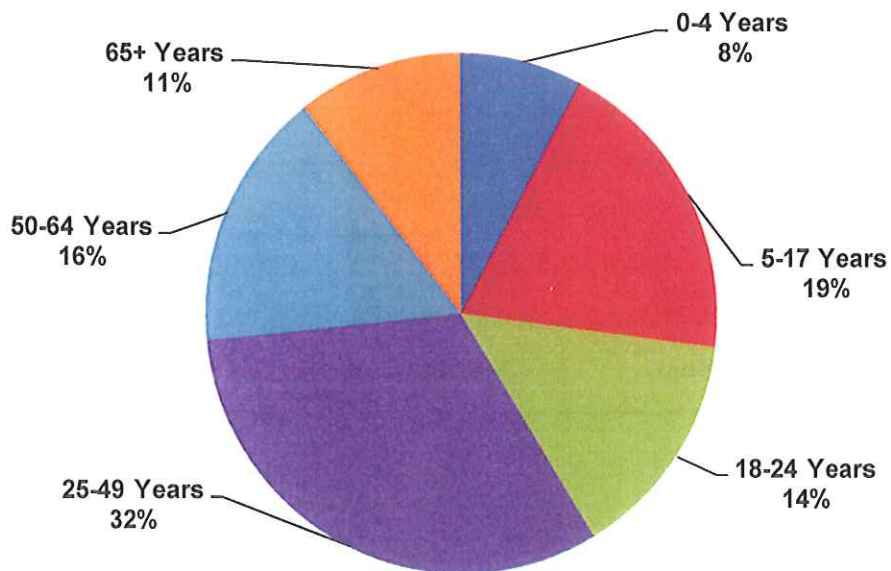
Source: 2008 MapQuest Inc.

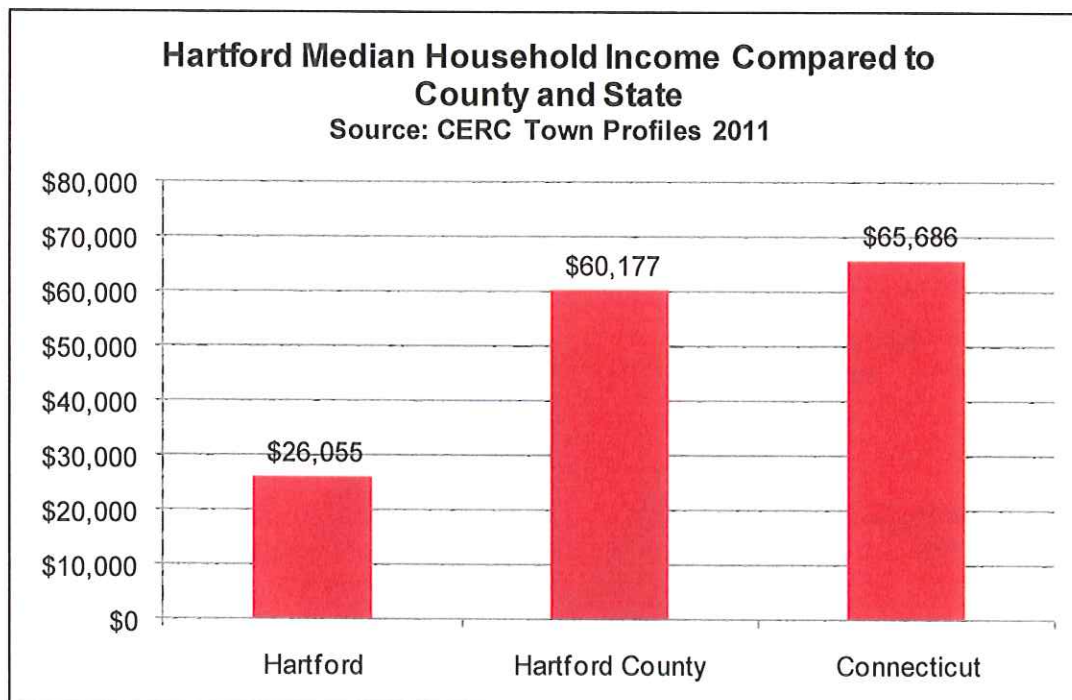
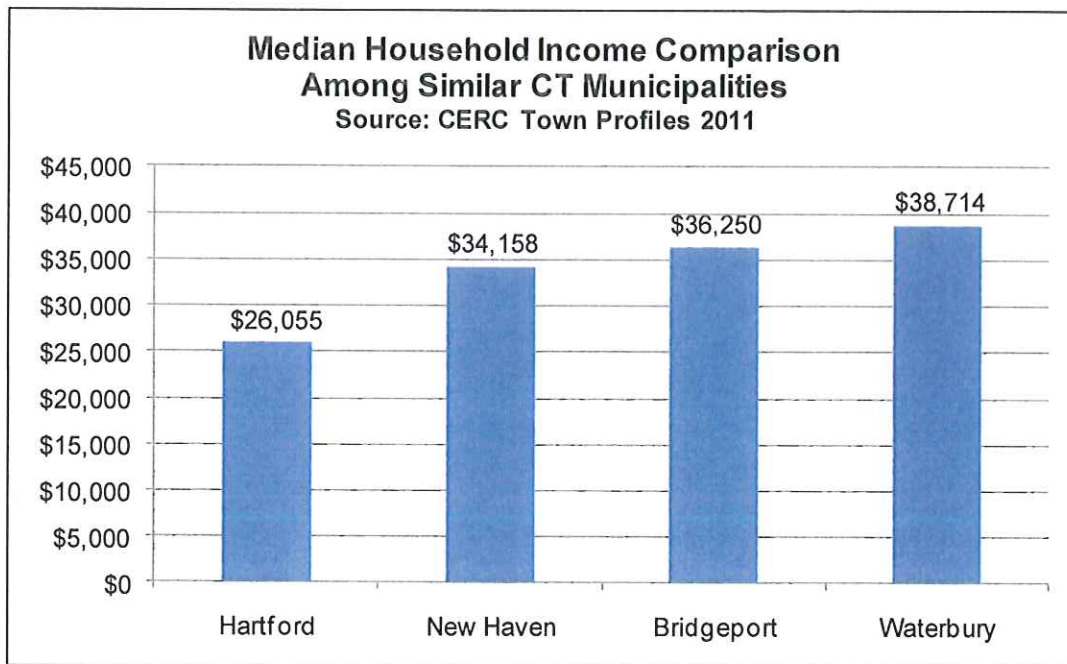


Population & Demographics

	1990 139,739	2000 121,578	2010 121,599
2010		Number	Percentage (rounded)
Population by Age:			
0 – 4 Years		9,397	8
5 –17 Years		23,548	19
18 –24 Years		17,331	14
25 –49 Years		38,881	32
50 –64 Years		19,722	16
65 Years and Over		12,720	11
Males		58,582	48
Females		63,017	52
Median Age		30	
Population by Race:*			
White		35,212	29
Black		46,766	38
Asian Pacific		2,996	2
Native American		507	<1
Other/Multi-Race		36,118	30
Hispanic/Latino Ethnicity (any race)		56,780	41
Non-Hispanic/Latino Ethnicity		64,819	59

*Race and Hispanic origin guidelines established by U.S. Census Bureau

Age Demographics



TaxesTen Highest Taxpayers (2010) Source: City of Hartford Assessor's Office

**HARTFORD 2010
ALL PROPERTY
10 HIGHEST TAXPAYERS**

	<u>NAME</u>	<u>Real</u>	<u>2010 Personal</u>	<u>Total</u>	<u>% of Grand List</u>
1	Travelers Indemnity Co. Affiliate	84,582,960	51,445,420	136,028,380	3.63%
2	Hartford Fire Insurance & Twin City Ins.	80,808,798	49,405,910	130,214,708	3.48%
3	Aetna Life Insurance Company	86,263,940	38,233,510	124,497,450	3.33%
4	Connecticut Light & Power	12,907,790	110,233,100	123,140,890	3.29%
5	Northland Properties	89,740,980	1,149,750	90,890,730	2.43%
6	Mac-State Square LLC	66,686,760	-	66,686,760	1.78%
7	City Place I LTD Ptnshp	58,119,810	-	58,119,810	1.55%
8	Talcott II Gold, LLC	53,602,850	69,030	53,671,880	1.43%
9	FGA 280 Trumbull LLC	46,757,480	-	46,757,480	1.25%
10	Conn River Plaza, LLC	41,400,170	-	41,400,170	1.11%
TOTALS		620,871,538	250,536,720	871,408,258	23.28%

Top Employers (2010) Source: Economic Development Data & Information for Connecticut and Massachusetts (EDDI)
City of Hartford Economic Development Division

Employer	Number of Employees
United Technologies Corp.	26,400
The Hartford Financial Group	12,100
Aetna Inc	7,450
The Travelers Cos. Inc.	5,890
Hartford Hospital	5,619
Bank of America	5,100
St. Francis Hospital	2,898
Hartford Steam Boiler	2,027
United Health Group	1,713
Phoenix Home Life/Investment	1,350

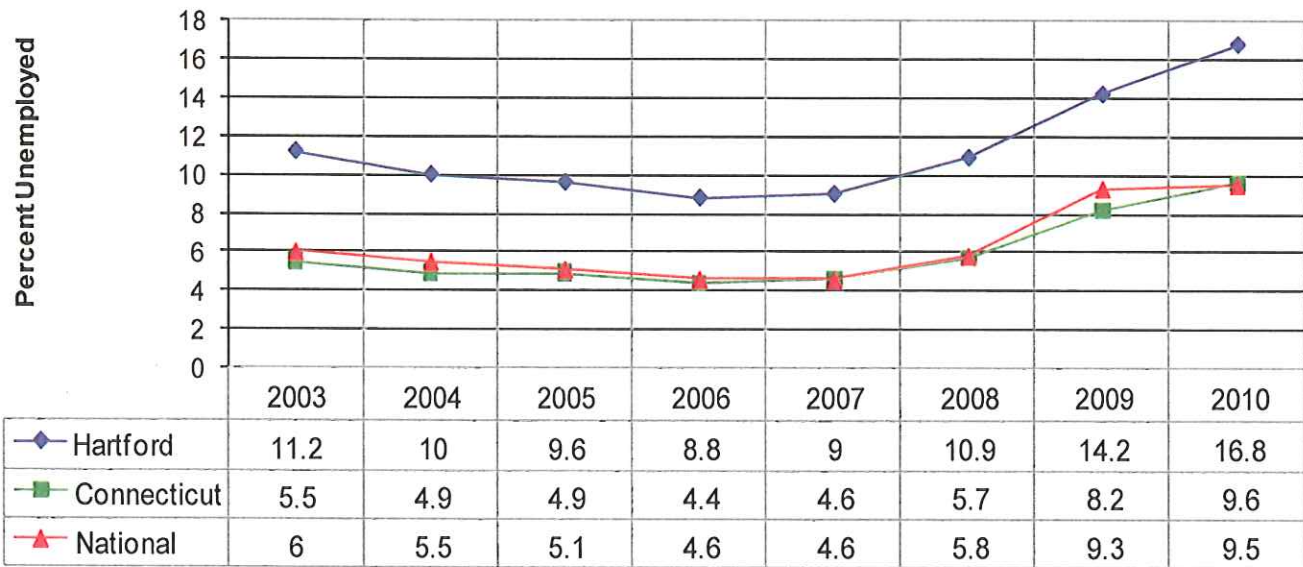
Labor**Hartford Labor Statistics**

	2004	2005	2006	2007	2008	2009	2010
Total Labor Force	47,664	47,827	48,222	49,027	50,429	50,819	51,210
Employed	42,880	43,234	44,044	44,677	44,044	43,627	42,630
Unemployed	4,784	4,589	4,178	4,350	6,385	7,192	8,580
Unemployment Rate	10.0%	9.6%	8.7%	8.9%	12.7%	14.2%	16.8%

Source: CT Dept. of Labor, Annual Averages (Not Seasonally Adjusted)

Average Annual Unemployment Rates

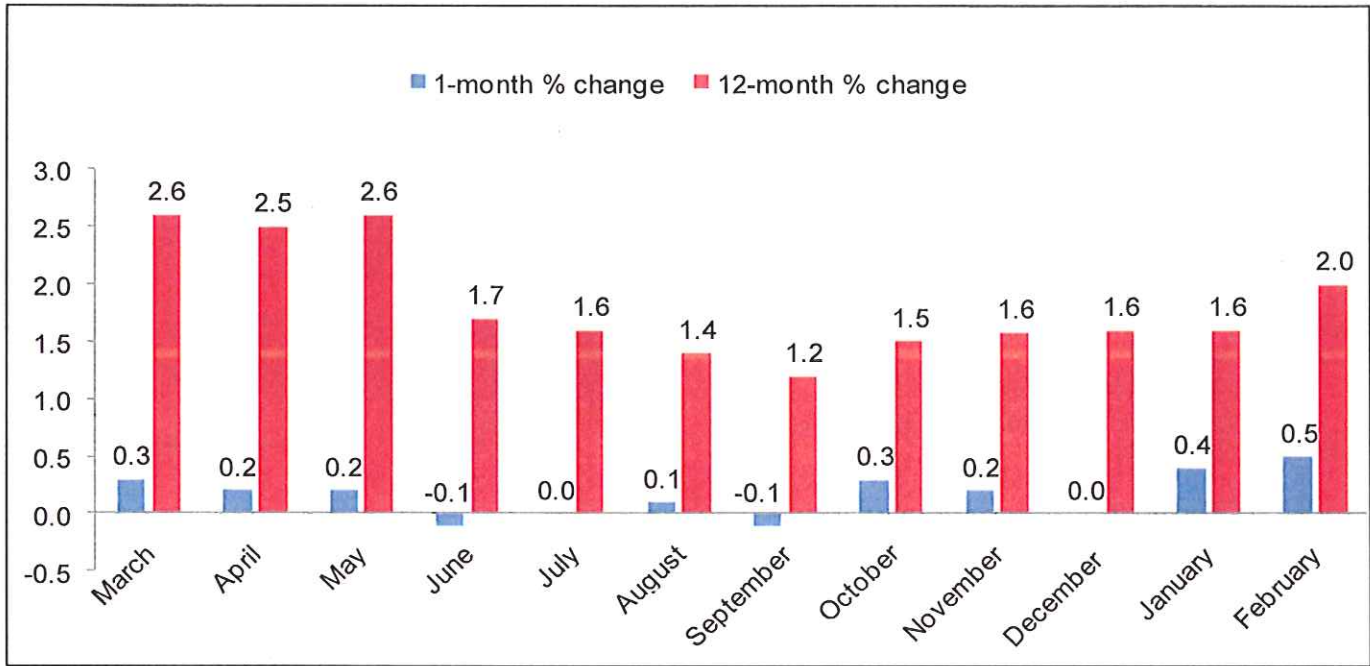
Source: CT Dept of Labor, Annual Averages; Bureau of Labor Statistics



NORTHEAST REGION CONSUMER PRICE INDEX: March 2010 to February 2011

Northeast region CPI-U 1-month and 12-month percent changes, all items index (not seasonally adjusted)

Source: Bureau of Labor Statistics



The Consumer Price Index (CPI) is a measure of the average change over time in the prices paid by urban consumers for a market basket of consumer goods and services.

Education

Education Attainment for Hartford Residents Age 25 and Older

	Number	Percentage of City Population
High School Graduate	21,240	18.0%
Some College & Associates Degree	14,703	12.1%
Bachelors Degree or Higher	8,664	8.1%
Total	44,607	38.2%

Source: US Census American FactFinder 2006-2008

Higher Education

Trinity College
 University of Connecticut Law School
 University of Connecticut Graduate Business Learning Center
 Saint Joseph School of Pharmacy
 Rensselaer, Hartford Campus
 Capital Community College
 Connecticut Culinary Institute
 Hartford Conservatory

Hartford Public Schools (HPS)

Hartford public primary and secondary schools enroll over twenty-two thousand students. In addition to the citywide schools, HPS offers regional Inter-district Magnet Schools each having unique characteristics attracting parents and students who find these features responsive to their needs and interests.

Source: Connecticut State Department of Education 2009

Preschools

The City of Hartford operates six nationally accredited Early Learning Centers by the National Association for the Education of Young Children (NAEYC) and one Infant/Toddler Early Learning Center.

Source: Mayor's Office for Young Children 2010

Libraries

Hartford Public Library

- Central Library located downtown
- 9 additional branch locations throughout the City

Connecticut State Library

Source: Hartford Public Library 2010



Parks and Recreation

Source: Hartford Department of Public Works 2009

- Total Parks – 37
- Athletic Fields – 70
- Total Acreage – 2,300

Large Multi-Use Parks:

Batterson
Bushnell
Colt

Elizabeth
Goodwin
Hyland / Rocky Ridge
Keney Golf Course

Keney
Pope
Riverside

Public Golf Courses:

Goodwin Golf Course

Keney Golf Course



Source: www.arrakeen.ch

Cultural Arts and Entertainment**Attractions**

Wadsworth Athenaeum and Museum of Art	Hartford Stage
Mark Twain House & Museum	Theater Works
Harriet Beecher Stowe Center	The Artists Collective
Charter Oak Cultural Center	Bushnell Center for Performing Arts
Raymond E. Baldwin Museum of Connecticut History	Connecticut Commission on the Arts Gallery
Connecticut State Armory and Arsenal	Gallery of American Art
Soldiers and Sailors Memorial Arch	Connecticut Science Center
Old State House	Real Art Ways
	Mort & Irma Handel Performing Arts Center

Event Locations

XL Center
Connecticut Convention Center
Connecticut Expo Center
Comcast Theater

Sports

One American Hockey League team calls Hartford home. The Connecticut Whale, rebranded on September 29, 2010 (formerly the Hartford Wolf Pack and play at the XL Center which seats up to 16,000 fans.) The University of Connecticut men's and women's basketball teams also make the XL Center their part-time home, and it holds the Big East Women's Basketball Championship. Both teams have multiple National Championships with the women holding seven titles and the men three. In addition, the Trinity College men's squash team has 13 consecutive National Championships.



GLOSSARY

A

ACCOUNTING SYSTEM – The total set of records that are used to record, classify, and report information on the financial status and operation of an entity.

ACTIVITY – A task undertaken to achieve an output.

ADOPTED BUDGET – The budget for the ensuing fiscal year that has been approved by the Court of Common Council.

ALLOCATION – The distribution of available monies, personnel and equipment among various city departments, divisions or centers.

ANNUAL BUDGET – An estimate of expenditures for specific purposes during the fiscal year and the proposed means (estimated revenues) for financing those programs.

APPROPRIATION – An authorization made by the legislative body of a government that permits officials to incur obligations and to make expenditures of governmental resources.

ASSESSED VALUE – A valuation set upon real or personal property by the City Assessor as a basis for levying taxes.

ATTRITION – A reduction in the City's Workforce, as a result of resignations, retirements and/or terminations.

AUDIT – A study of the City's accounting system to ensure that financial records are accurate and in compliance with all legal requirements for handling of public funds, including state law and City Charter.

B

BALANCED BUDGET – A budget in which the projected expenditure amount is equal to the projected revenue. The City of Hartford the city charter mandates a balanced budget.

BOE – Board of Education.

BOND – A written promise to pay a specified sum of money (principal or face value) at a specified future date (maturity date) along with periodic interest paid at a specified percentage of the principal (interest rate). Bonds are used typically for long-term debt.

BOND ANTICIPATION NOTES – Short-term interest bearing notes issued in anticipation of bonds to be issued at a later date.

BUDGET – A budget is a plan for the accomplishment of programs related to objectives and goals within a definite time period, including an estimate of resources required, together with an estimate of the resources available.

BUDGET CALENDAR – The schedule of key dates or milestones that a government follows in the preparation and adoption of the budget.

BUDGET MESSAGE – A general discussion of the recommended budget presented to the Court of Common Council in writing by the Mayor as part of the budget document.

C

CAPITAL IMPROVEMENT PROGRAM (CIP) – A plan for capital expenditures to be incurred each year over a five year period setting forth each capital project, the duration of the project and the amount to be expended each year in financing those projects.

CAPITAL OUTLAY – Accounts for the purchase, construction or renovation of major capital assets.

CASH FLOW BUDGET – A projection of the cash receipts and disbursements anticipated during a given period.

CHRO – Commission on Human Rights and Opportunities.

CRRA – Connecticut Resources Recovery Authority.

D

DEBT SERVICE – Actual cost of interest and principal on bond maturities as well as interest costs of bond anticipation notes.

DEFICIT – (1) The excess of an entity's liabilities over its assets (2) the excess of expenditures over revenues during a single accounting period.

DEPARTMENT – An organizational or budgetary unit established by City Charter or Municipal Code to carry out specified public services.

DEPRECIATION – A decrease or loss in value.

E

EOE - Equal Opportunity Employer.

ENCUMBRANCE – An obligation in the form of a purchase order, contract or salary commitment that is chargeable to an appropriation, and for which part of an appropriation is reserved.

ENTERPRISE FUNDS – A fund established to account for operations that are financed and operated in a manner similar to private business enterprises. The intent is that the full costs of providing the goods or services be financed primarily through charges and fees thus removing the expenses from the tax rate.

EXPENDITURES – The amount of money, cash or checks actually paid or obligated for payment from the treasury.

F

FAIR MARKET VALUATION – The value of a piece of real estate in the open market. Used to determine the assessed value of property for taxation purposes.

FINANCING PLAN – The estimate of revenues and their sources that will pay for the service programs outlined in the annual budget.

FISCAL YEAR – A twelve-month period for which an organization plans the use of its funds. The City of Hartford fiscal year begins July 1 and ends June 30.

FOI – Freedom of Information.

FULL-TIME EQUIVALENT (FTE) – The amount of time considered the normal or standard amount for working during a given period. A measurement based on the number of hours a position is budgeted for during the year and its value is represented as a decimal.

FUND – A set of interrelated accounts, which record assets and liabilities, related to a specific purpose. Also, a sum of money available for specified purposes.

FUND BALANCE – The excess of an entity's assets over its liabilities.

FUND STRUCTURE – The City's accounting system is organized and operated on the basis of funds or account groups, each of which is a separate accounting entity. Each fund is accounted for with a set of self-balancing accounts comprised of assets, liabilities, fund equity, revenues and expenditures or expenses, as appropriate. Resources are allocated to the individual funds upon the approval of the Court of Common Council for specific purposes. The funds are grouped into six generic fund types and three broad categories. The two account groups are not funds since they are only concerned with the measurement of results of operations. The types of funds and account groups are as follows:

- **FUND TYPES / GOVERNMENTAL**

Capital Projects Funds – Capital Projects Funds are used to account for the proceeds of general obligation bonds and other financing resources for the planning, acquisition and construction or improvement of major capital facilities such as new schools and urban renewal projects, except for those accounted for in proprietary fund types.

Debt Service Fund – The Debt Service Fund is used to account for the payment of principal and interest on the City's general long-term debt.

General Fund – The General Fund is used to account for the major general operations of the City except those required to be accounted for in a separate fund.

Special Revenue Funds – Special Revenue Funds are used to account for revenues restricted by law for specific purposes such as Education, Health, and Community Development Block Grants.

- **PROPRIETARY FUND TYPE**

Enterprise Funds – Enterprise Funds are used to account for the operation of organizations such as the Hartford Parking Authority or Metro Hartford Information Services, which are financed and operated in a manner similar to private business enterprises where costs are financed or recovered primarily through user charges.

- **FIDUCIARY FUND TYPE**

Trust and Agency Funds – Trust and Agency Funds are used to account for assets held in a trust capacity for others. These include Expendable Trusts, Non-expendable Trusts, Pension Trusts and Agency Funds.

G

GENERAL FUND – The major municipally owned fund, which is created with city receipts and which is charged with expenditures payable from such revenues.

GFOA – Government Finance Officers Association.

GRAND LIST – Assessed value of all taxable property in the City.

GRANT – A contribution of assets by one governmental unit or other organization to another. Typically, these contributions are made to local governments from the state and federal governments. Grants are usually made for specific purposes.

INTERFUND TRANSFERS – Payments from one administrative budget fund to another, which result in the recording of a receipt and an expenditure.

INTERNAL SERVICE FUNDS – Used to account for and finance the City's risks of loss for Employee Benefits, Workers Compensation, and Liability and Property Damage.

L

LEGAL MANDATE – An action, restriction, prohibition, benefit or right established or required by federal, state or local law.

LIABILITY – Debt or other legal obligations arising out of transactions in the past, which must be liquidated, renewed or refunded at some future date.

LONGEVITY – Monetary payments to permanent full time employees who have been in the employ of the City for a minimum of six years.

M

MILL RATE – The mill rate is the rate of taxation levied on property subject to taxation under Connecticut General Statutes. One mill is equal to 1/1000 of a dollar. For example, a tax rate of 20 mills is equivalent to \$20.00 per \$1,000 of assessed value.

MODIFIED ACCRUAL – Basis of accounting for all governmental funds and expendable trust and agency funds under which revenues are recorded when they become measurable and available. Expenditures are recorded when the liability is incurred, except for interest on general long-term obligations, which is recorded when due.

N

NON-PERSONNEL EXPENSES – An expenditure group that includes supplies and materials, contractual services, communications and transportation expenses, and other miscellaneous expenses.

NRZ – Neighborhood Revitalization Zones.

O

OBJECTIVE – The goal of a specified course of action.

ORDINANCE – A law set forth by a governmental authority; a municipal regulation.

OVER-TIME EQUIVALENT (OTE) – A measurement based on the number of hours a position is budgeted for during the year for overtime expenses converted into the value of a full-time employee including benefits. The number is represented as a decimal. (See also: Full-Time Equivalent)

OUTCOME – A measure that assesses how well a service's goals and objectives are accomplished in terms of quality and effectiveness.

P

PART-TIME EQUIVALENT (PTE) – A measurement based on the number of hours a position is budgeted for during the year for part-time expenses converted into the value of a full-time employee including benefits. (See also: Full-Time Equivalent)

PILOT – Payment In Lieu of Taxes.

POLICY – A definite course of action adopted after a review of information and directed at the realization of goals.

PRIORITY – A value that ranks goals and objectives in order of importance relative to one another.

PROCEDURE – A method used in carrying out a policy or plan of action.

PROGRAM – Collections of work-related activities initiated to accomplish a desired end.

PROPERTY, PLANT & EQUIPMENT – Durable goods usually valued over \$100 and having a useful life of more than 5 years.

R

RECOMMENDED BUDGET – The proposed budget for the ensuing fiscal year, that has been approved by the Mayor and forwarded to the Court of Common Council for their approval.

RESERVES – An account used to indicate that portion of fund equity, which is legally restricted for a specific purpose or not available for appropriation and subsequent spending.

REVENUE – Additions to the City's financial assets (such as taxes and grants) which do not in themselves increase the City's liabilities or cancel out a previous expenditure.

S

SUBMITTED BUDGET – Departmental estimates of revenue and expenditures for the ensuing fiscal year, submitted to the Chief Operating Officer, which are reviewed and used in formulating the recommended budget.

SUNDRY EXPENSES – An expenditure group that includes transfers, debt service, grant cash matches, grant subsidies, employee benefits, insurance payments and legal settlement costs.

SUPPLEMENTAL APPROPRIATION – Appropriations made by the City Council to cover expenditures that exceed the adopted appropriation level.

T

TAX ABATEMENT – Legal reduction or cancellation of tax obligation.

TAXABLE GRAND LIST – Reflects all property that is not subject to Section 12-81 of the Connecticut General Statutes which exempts from taxation federal, state, municipal, church and school property if that property is used for the purpose for which the agent is exempted.

